

WESTWOOD RECREATION DEPARTMENT  
RECREATION ADVISORY BOARD

Minutes of September 12, 2011

1. MEETING CALLED TO ORDER at 8:02 P.M.  
Present: Councilmember Ingrid Quinn, Chair Sherman Taylor, Vice Chair Catalano, Board Members Janine Borgersen, Christopher Codner, Michael Griffin, Joan Hluchan, Don Smith, Director Gary Buchheister, Admin. Asst. Margaret McDonough  
Councilmember Ingrid Quinn,  
Chair Taylor welcomed new Board Member John Toale, appointed by Mayor Birkner.
  2. APPROVAL OF MINUTES of June 13, 2011: Correction to Item 2 of “the Motion was presented by Member Hluchan, Member Smith seconded the Motion.” Member Smith made a Motion to Approve the Minutes as corrected; Member Borgersen seconded the Motion; All in favor, the Motion passed.
  3. OPEN PUBLIC FORUM:
  4. COUNCIL LIAISON REPORT: Tabled to Councilmember Quinn’s arrival.
  5. DIRECTOR’S REPORT:
    - a. Summer Programs Update: Director Buchheister presented a written summary of the programs including:  
The Summer Playground Program increased participation 15% over 2010.  
The introduction of the Before Care and After Care Program was very successful with 74 children participating. Only five other towns in Bergen County offer this service.  
Working with the Social Services Dept., eight program scholarships were offered, 25 registrations were discounted and 54 families used a payment plan.  
The feedback from both Parents and children was very positive.  
Discussion followed.
- Councilmember Quinn joined the meeting.
- Jr. Team Tennis Program: The new program is being coordinated by Twp of Washington volunteer, Ben Aufiero . All team members joined the U.S.T.A. for a membership fee of \$19.00, there are no additional costs for participants. There were three competitions this summer playing area club teams. Westwood is the first Recreation Department in the area to form a team. The team members had an excellent experience and the program is expected to expand next year.
  - b. Banner Sponsorship Update: There are currently 13 sponsor banners in the Community Center Gym. Director Buchheister provided a list of the participating sponsors.
  - c. Summer Concert Series / Movies in the Park Recap: H.U.M.C. and Atlantic Stewardship Bank are the new sponsors for the Concert Series. H.U.M.C. Representatives were on-hand at each concert. The increased audience warrants increased sponsorship for the 2012 series. Discussion followed.

The Movies in the Park Program was very successful despite weather postponements with an average attendance of 200 persons.

- d. Fall Program: Director Buchheister presented the Fall Program schedule including:

The new Girls Field Hockey Program is for children in Grades 4 through 8.

The new Crafty Kitchen Program; three classes range from age 3 to grade 6; there is a very good enrollment for each class and a very good season is expected.

Soccer Squirts and Sports Squirts required additional classes to be created.

The Ragamuffin Parade has two new sponsors; Care One at Westwood and H.U.M.C. The program will closely replicate last year's very successful event.

Special Needs Program: The new program brochure was presented to the Board. Rory McCort of the Westwood Regional School System distributed the brochure to every child in the District's program. The yearly schedule includes dance for three seasons, basketball, yoga and art.

- e. Pre-School Update: Today was the first day of school and a great experience for everyone involved. There are currently 20 children in the 4-year old class and 12 children in the 3-year old class. The class capacity is 24 and 20 and additional enrollments are expected. At the current enrollment, the program is completely self-sustaining.

## 6. OLD BUSINESS:

- a. Westvale Park Renovation: The first Fall season after the renovation has allowed the Fall Programs of Football and Soccer to utilize the field and can now accommodate Fall Baseball and Softball programs simultaneously. The Dog Park and Walking track are in full use every day from morning through evening.

In response to Chair Taylor's question if the Opening Ceremony had been scheduled, Councilmember Quinn responded that the Council would like the Ceremony to be held after the completion of the playground which is contingent on funding from the Board of Freeholders, that funding has yet to be confirmed. There is no decision as to the type of Ceremony which will be planned.

The Board requested that Ms. Quinn ask the Council to consider a large, public Opening Ceremony to be held during the current season as the complex is currently in full use.

Discussion followed including the parking system to be implemented during large events; field drainage; field scheduling, etc.

- b. Community Center Use Policy: The Policy is under review and should be presented in November for implementation with the Fee Ordinance of January, 2012.

## 7. NEW BUSINESS: A lift was rented for the Community Center gym which allowed the fire sprinkler system heads to be repaired. Custodian Ken Weaver then repaired and painted the ceiling.

A series of storms during the summer caused the Community Center roof drains to back-up causing leaks which destroyed the Department's copier and fax machine. The machines have been replaced.

The Use of the Community Center has substantially increased over the last year. When resident programs and organizations are not scheduled; the facility has been used by non-resident organizations and private functions according to the Fee Ordinance with a very positive result. The facility has been put to better use with virtually no difficulties.

8. ADJOURNMENT: Due to the holiday schedule, the next meeting will be changed to Monday, October 17, 2011 at 8:00 P.M. in the Community Center, Notices will be posted. Motion to Adjourn was made at 9:00 P.M. by Member Borgersen seconded by Member Codner.